

~~SECRET~~

Security Information

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Administrative Staff, Logistics Office

DATE:

MAY 15 1953

FROM : Chief, Supply Division

SUBJECT: Agency Supply Regulations

REFERENCE (a) Memorandum from Acting Chief of Administration, DD/P, dated 28 April 1953, subject 'Draft Regulation No. [REDACTED]

25X1A

1. In reference to comments made in paragraph 3 of reference (a) this office recognizes the variety of types of field activities carried out by the Agency, however, we are not in a position to produce tailor-made directives devised to cover all such situations. The Field Supply Procedures were prepared with a view toward furnishing comprehensive internal operating procedures for the supply element of field stations and depots having accountable officers. These procedures are undoubtedly more comprehensive than required at some small stations; at the same time, they contain all procedures required by any station. The Field Supply Procedures are written specifically for the use of accountable officers and do not need to be used by or distributed to stations which Senior Representatives determine will not have accountable officers.

2. The policy portion of the supply directives requires that the Senior Representatives determine the support channels for small stations within their areas. It also provides for support from Headquarters for activities which, for security reasons or other reasons, cannot be supported by depots or stations within the same area.

25X1A9A

LO/SD/ACC:dmg (15 May 1953)

Distribution:

1 - Supply

~~CONFIDENTIAL~~~~SECRET~~

Security Information

1474-a